



Revision number: 1

Purchasing Agent: GLENDON MITCHELL

**Item: COMPUTERS –DESKTOP APPLICATION AND SOFT SKILLS
TRAINING**

Vendor: 06947F SALT LAKE COMMUNITY COLLEGE
P.O. BOX 30808
SALT LAKE CITY, UTAH 84130-0808

Internet Homepage: www.slcc.edu/workships

Telephone: (801) 957-3428

Fax number: (801) 957-5222

Contact: MARK A. WHEATLEY

Email address: wheatlma@slcc.edu

Price: SEE ATTACHED PRICE LIST

Effective dates: 07/01/01 through 06/30/2002

Price guarantee period: 3 years

Minimum order:

Other conditions:

Renewal Options:

EXTENDED DATE OF CONTRACT.

This is a multiple award contract. Users must review all contracts in the relevant category for optimal pricing and service: see listing on last page. Document the award selection.

This contract covers only those items listed in the price schedule. It is the responsibility of the agency to ensure that other items purchased are invoiced separately. State agencies will place orders directly with the vendor (creating a PG in Finet) and make payments for the same on a PV referencing the original PG. Agencies will return to the vendor any invoice which reflects incorrect pricing.

**Contact Information:**

Mark A. Wheatley
P.O. Box 30808
Salt Lake City, Utah 84130-0808
wheatlma@slcc.edu

Scope of contract: Training contracts cover any combination or the total of all three categories as listed on page 1 of the Contract Summary Sheet: Desktop Applications, Technical, and/or Softskills .

Desktop Application is defined as any user training that is not of a technical nature. Such applications may include, but not limited to, word processing, spreadsheet, database, and presentation software.

SLCC	Beg	Int	Adv	No. of Days	Total Hours	List Price	% Off List Price	Contract Price
Access	x	x	x	*	8	\$132.00	15%	\$112.00
Excel	x	x	x		6	\$98.00	15%	\$83.00
Groupwise	x				6	\$98.00	15%	\$83.00
Microsoft Office	x				15	\$230.00	15%	\$195.00
PowerPoint	x	x			8	\$132.00	15%	\$112.00
Presentations	x				8	\$132.00	15%	\$112.00
Project	x	x			8	\$132.00	15%	\$112.00
Publisher	x				6	\$98.00	15%	\$83.00
QuattroPro	x	x			8	\$132.00	15%	\$112.00
Windows 2000	x				6	\$98.00	15%	\$83.00
Word	x	x	x		6	\$98.00	15%	\$83.00

*SLCC Computer Workshops train in an Hourly Format.

Softskills covers topics of a human resource nature, ie. Project management, customer service, etc.

Salt Lake Community College	Beg	Int	Adv	No. of Days	Total Hours	List Price	Hourly Rate	% Off List Price	Contract Price
Communication				0.5	4	\$74.00	\$15.75	15%	\$63.00
Customer Service				0.5	4	\$74.00	\$15.75	15%	\$63.00
Human Resource				0.5	4	\$74.00	\$15.75	15%	\$63.00
Time Management				0.5	4	\$74.00	\$15.75	15%	\$63.00



Etiquette (audio/video/email)				0.5	4	\$74.00	\$15.75	15%	\$63.00
Supervisory Training				0.5	4	\$74.00	\$15.75	15%	\$63.00
Conflict Management				0.5	4	\$74.00	\$15.75	15%	\$63.00

Suppliers may choose to coordinate classes to include State students and other customers. The State does not require private classes for State students.

The contract covers only the classes listed. Any changes must be pre-approved by the ITS Training Resource Center and State Purchasing.

Instructors must have a minimum of 2 years to teach classes listed in this contract. Certificates of completion to each student are required at the end of each class.

Training materials: Contractor is to provide training materials to each student for each class. This could include on-line materials, guides, manuals, etc.

REPORTS: The contractor will submit quarterly reports to the state purchasing agent showing quantities and dollar volume of purchases by each state agency and political subdivision. These reports will be due 10 days after the calendar quarter

OTHER COMPUTER TRAINING CONTRACTS:

DESKTOP APPLICATIONS

MA-819	Salt Lake Community College
MA-1451	University of Utah, Academic Outreach and Continuing Ed
MA-605	Ranel, Inc. dba ExecuTrain of Utah
MA-1401	The Learning Loft
MA-1453	New Horizons
MA-1455	The MindCenter LLC

TECHNICAL

MA-1454	Weber State University
MA-528	PC Training West, LLC
MA-853	Advanced Technical Center, Inc.

SOFT SKILLS

MA-819	Salt Lake Community College
MA-1452	University of Utah, Professional Education
MA-1401	The Learning Loft

FINET COMMODITY CODE(S):

92435000000- IN-SERVICE TRAINING

